

# PHASE 1 RE-OPENING DEPARTMENTAL POLICIES FOR APPOINTMENTS

1. Only one person at a time will be allowed for appointments, no children.
2. You will be signed in and out by a McPherson County Employee. You will be instructed where to enter the building by the department and be escorted into and from the building.
3. You must bring and wear a mask at all times, McPherson County will not provide masks. If you remove the mask during your appointment you will be asked to leave.
4. Visits to other Departments will require a separate appointment and approval from that department.
5. Payments will be taken by cash or check only. The exception will be the Tag Department who will also accept card payments.
6. There will be no appointments taken at this time from individuals residing outside of McPherson County
7. Public Restrooms will be closed during Appointments and will be for use by employees only.
8. Any questions regarding access should be answered when calling to make appointments. Exceptions at the time of the appointment will not be granted.